

Applicant Name: _____

NAIC No. _____

FEIN: _____

If Alien _____ N/A

State of Maine Surplus Lines Eligibility Requirements

Application Check List

Applications are accepted year round

This application checklist is intended to help guide you with assembling your complete Maine Surplus Lines Eligibility Application. Please be sure to complete the checklist by appropriately marking the boxes on the left side of the page prior to submitting your application for review. The completed checklist should be attached to the top of the application.

Regulator Use Only

- | | |
|--|--------------------------|
| <input type="checkbox"/> 1. Application Form:
Signed and notarized | <input type="checkbox"/> |
| <input type="checkbox"/> 2. Certificate of Compliance:
From your state of domicile if a foreign company or, state of entry if an alien company. | <input type="checkbox"/> |
| <input type="checkbox"/> 3. Certificate of Deposit:
All Certificates of Deposit (or a statement of trust fund balances), pursuant to Section 3 of Chapter 160. | <input type="checkbox"/> |
| <input type="checkbox"/> 4. Bylaws:
Certified by the company's Secretary | <input type="checkbox"/> |
| <input type="checkbox"/> 5. Articles of Incorporation or Charter:
Certified by the domiciliary supervisory official. | <input type="checkbox"/> |
| <input type="checkbox"/> 6. Plan of Operation: which must include | <input type="checkbox"/> |
| <input type="checkbox"/> A very specific and detailed description of the types of risks the company proposes to write in the non-admitted market in this state (indicating specific experience in these lines of business), and a description of marketing strategy and distribution channels; | |
| <input type="checkbox"/> Three year projected financial statements (on a statutory basis) which include a balance sheet, income statement and cash flows. They should also include overall projected premium writings and a breakdown for Maine business. (The company should also include any assumptions they used for these financials.) If the projections do not track with past experience an explanation should also be provided. | |
| <input type="checkbox"/> Narrative | |

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|--------------------------|---|--------------------------|
| <input type="checkbox"/> | 7. Report of Examination:
The most recent Report of Examination certified by domiciliary supervisory official. | <input type="checkbox"/> |
| <input type="checkbox"/> | 8. List of Reinsurers:
A list of Reinsurers and description of reinsurance agreements with whom the insurance company, association, reciprocal or Lloyd's cedes risks of insurance. | <input type="checkbox"/> |
| <input type="checkbox"/> | 9. Annual Statement:
A copy of the December 31 (preceding) Annual Statement Certified by the domiciliary supervisory official. | <input type="checkbox"/> |
| <input type="checkbox"/> | 10. Audited Financial Statement:
A copy of the current Audited Financial Statement (CPA Report) | <input type="checkbox"/> |
| <input type="checkbox"/> | 11. Holding Company Registration:
Include the Holding Company Registration (Form B) for the most recent year. | <input type="checkbox"/> |
| <input type="checkbox"/> | 12. Consent to Service of Process:
Designation of Maine Resident Agent to Receive Service of Process.

<input type="checkbox"/> Original executed Service of Process form (including Board Resolution). | <input type="checkbox"/> |
| <input type="checkbox"/> | 13. Power of Attorney (if alien):
If the applicant is an alien insurer or if a reciprocal, an exchange, or association, or a Lloyd's, a copy of the power of attorney (pursuant to Rule Chapter 160). | <input type="checkbox"/> |
| <input type="checkbox"/> | 14. NAIC Biographical Affidavit:
Must originally signed within 1 year of application

<input type="checkbox"/> Officers (As listed on Jurat Page of most recent financial statement.)
<input type="checkbox"/> Directors (As listed on Jurat Page of most recent financial statement.) | <input type="checkbox"/> |

Please be advised that an incomplete application will not be placed in pending status for review until all of the required items have been received.

An applicant who does not meet the minimum requirements will be asked to withdraw.